

Wyoming Prevention Framework Community Grant Report

Attachment B

This report is for this time period

February 2007 - June 30, 2007

Feb 2007-April
30,2007

Please email this report as an **attachment** to...
Substance Abuse & Mental Health Services Division,
Wyo Dept. of Health
lisa.laake@health.wyo.gov

Today's Date

County

Contract Organization Name

May 2,2007

Big Horn

YES I CAN

For information call 1-800-535-4006
or 307-777-6494

Your Name

Your Mailing Address

City, State, Zip

Your Work Phone Number

Fax

Your Work Email Address

Karen Sylvester

2633 Shady Lane

Greybull, WY 82426

307-272-8503

307-765-4481

sylvester@tctwest.net

Please keep both a hard-copy and file copy for your records

Item	Contract Deliverables	Date due	Percent Completed (or notes on amount completed)	Date Completed	Comments or Notes
A Staff, Board of Directors, Volunteers, Work Assignments, and Technical Assistance					
1	SPF Staff Hired (report name, percent of time, email address, phone number)	1-Feb-07	100%	Feb.2007	Karen Sylvester 100% sylvester@tctwest.net 307-272-8503 Cynthia Johnson 25% cynthjohnson@excite.com 307-272-4302 Laurie Royal hourly laurielroyal@excite.com 307-272-8507 Linda Harp 25% 307-272-0998 lph00@tctwest.net Chad Linsey 25% 307-548-6410 chlindsay@yahoo.com
2	Supervise SPF staff/staff evaluation (note dates and any notes)				
3	Name, title, and phone number of the staff's supervisor				Laurie Royal CAC President 307-272-8507
4	Criminal history record compliance (briefly note yes or no if any action was taken this quarter--do not report names)		100%		Criminal history record has been done and is on file.
5	Staff training and paid travel	March4-6,2007	100%		Karen Sylvester SPF Project Kickoff - Casper \$468.00
	(list all training paid under the contract, dates, traveler name, amount)	March25-30,2007	100%		Karen Sylvester SAPST Training - Lander \$702.00
6	Notify the Division of any board of directors/staffing changes				N/A
7	Other Contract Work Agreements (report details)				N/A
8	Complete agreement with SPF-TAC				N/A
9	Other				
B Needs Assessment Activities					
1	Needs Assessment Training/Winter 07 Meeting	Feb or March 2007	100%	Feb. 2007	
2	Needs Assessment Instrument Received	Feb or March 2007	100%	Feb. 2007	
3	Data Collection	Feb . - April 2007		April 30,2007	on going with the first set of tables submitted April 30,2007
4	Data Analysis			April 30,2007	First set of tables submitted to WYSAC
5	Priorities Identified				
6	Needs Assessment Sent to SAD	1-Jun-07			
7	Receive SAD Comments @ Needs Assessment	15-Jun-07			
	Revise Needs Assess/Submit Final				
8	Other				
C Community Infrastructure Activities					
1	Community Advisory Council Activities briefly list CAC activities		100%		Meetings were held to allow members to be informed how this grant would work and how their participation was needed. They were shown the workbook and a plan was discussed as to how to go about obtaining the data and holding the public meetings. We then had a meeting to discuss progress and to kick around a few new ideas.

2	Community Advisory Council Meetings List dates & number of people who attended <i>See below for membership report</i>				March 15,2007 11 April 11,2007 14
3	Budget and Funding Approved by CAC (attach minutes)		100%	March 15,2007	
4	Community Resource Assessment note date and attach report	June 15,2007	45%		
5	Present Findings/Process to Community (Optional) local SAPST and/or CADCA Training for SAC/Community			March 26- 29,2007	Attended in Lander
7	Briefly describe how the community was involved in the SPF process during this reporting period				The community had limited involvement this first quarter as we were just starting up and finding out what was expected. They read about the grant in the paper and it was discussed as an informational item at various public meetings. Comments were sought from various stakeholders as to their thoughts and opinions on the process and misinformation was clarified.
8	Other CAC/Infrastructure				

D Strategic Planning Activity

	Attend Strategic Planning Training	Jul-07			
	Receive Strategic Planning Materials from SAD				
	Research Evidence Based Strategies				
	Match Strategies to Data/Needs				
	Write Strategic Plan				
	Submit Strategic Plan to SAD				
	Receive SAD Comments/Revise/Final Plan	31-Aug-07			
	Other				

Item	Contract Deliverables	Date due	Percent Completed	Date Completed	Comments or Notes
E	Implementation (only with SAD approval)				

F Deliverables and Assurances Reports

	For February 1 - April 30				
1	May 15: Submit this report to SAD	15-May-07	100%	May10,2007	
2	May 15: Submit Expenditure Report to SAD	15-May-07	100%	May10,2007	
	For February 1 - June 30				
3	July 31: Submit CLI to SAMHSA	31-Jul-07			
	For May 1 - June 30				
4	July 31: Submit Expenditure Report to SAD	31-Jul-07			
	For May 1 - September 30				
5	October 15: Submit this report o SAD	15-Oct-07			
	For July 1 - September 30				
6	October 15: Submit Expenditure Report to SAD	15-Oct-07			
7	Complete evaluation agreement with WySAC	30-Mar-07			
8	Provide any other evaluation information				
9	Submit any requested data	April 30,2007			Tables from workbook
10	Obtain Chapter 16 Prevention Certification				
11	On-Site evaluations or reviews				
12	Post 2 newspaper ads/articles about the SPF grant (attach copy)	Mar-07			Already on file - An article appeared in all three local papers during the month

Item	Contract Deliverables	Date due	Percent Completed	Date Completed	Comments or Notes
G	Other Information				
1	Briefly describe any actions taken by the LEAD AGENCY (fiscal agency) board of directors or high level staff around the SPF SIG grant				YES I CAN has been instrumental in helping bring the north and south ends of the county together to form a CAC. An overall vision is being provided and leadership in how to consider the county as a whole instead of nine separate entities. The officers of the YES I CAN are also active members of the CAC.
2	Restricted activities (report any approval requested and received for these)				N/A
	fairs/brochures/educational materials				
	media				

3	Please note any significant changes from the budget submitted in the application.				No changes at this time.
4	What was the one greatest accomplishment this reporting period? How was this accomplishment shared with the community?				Our greatest accomplishment was just pulling everyone together and coming to the table with an open mind. The fact that this will encompass the entire county is somewhat new for us. This was shared with the community through the newspaper articles.
5	What was the one greatest barrier this reporting period? What was done to address this barrier?				Just learning what is expected and deciding on the most effective ways to gather the information county wide. We addressed this by discussing it at the CAC and some of the suggestions and ideas have worked out great.
6	Please briefly list any significant changes or information related to this grant				The most significant changes for us has been the change of the fiscal year and the personnel changes at the state level - nothing that can't be delt with.
7	Please provide input and recommendations about technical assistance provided by SAD and SAD contractors				All of my questions and concerns have been answered or delt with. We do not have a TA contractor at this time.

[illegible]